

# TOWN OF CULPEPER

## SCHEDULE OF FINES & FEES

CODE SECTION	DESCRIPTION	FEE
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<b>ENGINEERING</b>		
§7-26	Erosion Control Plan Review (12/06) (6/09)	
	First acre	\$25
	Per acre thereafter	\$1
§7-28	Land disturbing permit (Agreement in Lieu of Plan) for single family dwellings not part of a larger subdivision. (12/06)	\$25
	Overtime, Weekend, and Holiday Inspections (12/06)	\$160 - plus \$40.00 per hour if more than 4 hours are needed.
§22-68	Re-Inspections (12/06)	\$25 base fee, plus additional below, if applicable
	Re-inspect - per liner foot of roadway	\$ 0.10
	Re-inspect – per linear foot of utility	\$ 0.05
	Re-inspect – Per major utility structure (for manhole, fire hydrant, drop inlet, etc)	\$1.00

<b>STREETS</b>		
§21-92	Permit to break, dig up, open or cause to be broken dug up or opened any street, alley, sidewalk or other public place or portion thereof (6/07)	\$50

<b>UTILITIES - GENERAL</b>		
	Delinquent fee for bills unpaid eleven (11) days after due date. (6/09)	
	One utility	\$15
	More than one	\$20
		(also subject to processing fee)
§24-34, 110, 130 & 155	Processing fee for utility bills unpaid eleven (11) days after due date. (6/09)	
	Re-connected during regular working hours	\$15
	Plus additional deposit	\$25
	Plus if re-connected after 3:30 p.m.	\$25
	Second trip to re-connect if no one home	\$50
§24-34, 110 & 155	Late fee for bills unpaid one (1) day after due date.	\$1.50 or 2% of bill, whichever is greater

<b>UTILITIES - ELECTRIC</b>		
§24-37	Electric Meter (set/placed) based on service (6/07) (6/09)	
	Residential	\$100.80
	Small/Medium General	\$333.90
	Large General	\$580.65

**Schedule of Fines & Fees - Page 2**

<b>CODE SECTION</b>	<b>DESCRIPTION</b>	<b>FEE</b>
<b>UTILITIES – ELECTRIC CONTINUED</b>		
	Electric Meter re-read (6/09)	\$20
§4-42	Electric Meter Test - Request by Customer (6/09)	
	First request	No charge
	Second request in a 12 month period	\$25
	All additional requests	\$25
	Electric Line Extensions (6/09)	
	In-town major subdivisions – lots not exceeding one acre	\$2,500 per lot
	In-town major subdivisions – lots one to two acres	\$5,000 per lot
	In-town major subdivisions – lots larger than two acres	\$7,500 per lot
	In-town underground service to single lot, lots in minor subdivisions or small, single phase commercial	\$1,100 plus \$1.25 per foot over 125'
	In-town overhead service to single lot, lots in minor subdivisions with single phase commercial	\$1,100 plus \$1.25 per foot over 125' plus \$375 for each pole >1
	In-town large commercial and industrial users, three-phase service	\$3,500 plus \$1.25 per foot over 125' plus \$375 for each pole >1
	Service Changes, overhead to underground, service heavy-up	Time and material
	Electric – new service – application (6/09)	\$25
§4-37	Electric service - security deposit (6/09)	
	Residential	\$250
	Commercial	Based on three (3) months average consumption
§4-32	Electric Rate Schedule	Varies
§4-46	Non-franchised utility permits to erect or install poles and wires (6/09)	\$25
§4-46	Non-franchised utility permits for inspection and approval of connections (6/09)	\$25
	Processing Fee – Reconnects ( 6/09)	
	Regular hours	\$25
	Plus additional deposit	\$25
	Plus reconnect after 3:30 pm	\$50
	Second trip to reconnect – no one home	\$50
<b>UTILITIES – WATER</b>		
§4-71	Water and wastewater connections deposit - residential only (out-of-town)	\$75

Schedule of Fines & Fees – Page 3

CODE SECTION	DESCRIPTION	FEE
UTILITIES – WATER CONTINUED		
§4-95	Water main connections - residential only (2/03), (5/04), (07/06) & (6/09) <u>(6/11)</u>	5/8” meter \$6,500 ea. in-town 1” meter \$9,906 ea. in-town 1½”meter \$12,986 ea. in-town 2” meter \$19,480 ea. in-town 3” meter \$32,466 ea. in-town 4” meter \$48,699 ea. in-town  5/8” meter \$9,750 ea. out-of-town 1” meter \$19,811 ea. out-of-town 1½”meter \$25,973 ea. out-of-town 2” meter \$38,959 ea. out-of-town 3” meter \$64,932 ea. out-of-town 4” meter \$97,398 ea. out-of-town  (Note: Commercial and industrial water connections are based upon meter size and consumption.)  Water main connections – residential only (8/04) \$3,250 ea. in-town Existing dwellings converting from private well to Town water will be charged 50% of the current tap fee. \$4,875 ea. out-of-town
§4-96	Water Meter Test - Request by Customer (6/11)	First request - No charge Second request in a 12 month period - \$25
§4-96	Monthly water rates (in-town only) (7/03) & (7/06) & (07/07) (05/08) (07/09) (6/11)	0-2000 Minimum \$11.26 2001-25,000 56.2¢per 100 gallons 25,001-100,000 45¢per 100 gallons over 100,000 33.5¢per 100 gallons
§4-100	Water Meter (set/placed) Based on meter size (4/05) (6/07) (6/11)	5/8” meter - \$203 1” meter - \$262 1½” meter - \$362 2” meter - \$454 3” meter - \$1387 4” meter - \$1836
§4-100	Water & wastewater service deposit (in-town) residential only	\$50
§4-115	Water rates for customers outside town limits (6/11)	0-2,000 Minimum \$16.85 2,001 – 25,000 84.2¢per 100 gallons 25,001 – 100,000 67.6¢per 100 gallons over 100,000 50.2¢per 100 gallons

Schedule of Fines & Fees – Page 4

CODE SECTION	DESCRIPTION	FEE
UTILITIES – WATER CONTINUED		
	Water sales (bulk) – minimum charge (6/09) (6/11)	\$35.77 for initial 2,000 gallons
	Water sales (bulk) (6/09) (6/11)	\$5.96 per 1,000 over minimum
UTILITIES - SEWER		
§4-149	Sewer connections - residential only (2/03), (5/04), (7/06) & (6/09) (6/11)	
	5/8" meter	\$10,000 ea. in-town
	1" meter	\$12,260 ea. in-town
	1½" meter	\$14,020 ea. in-town
	2" meter	\$21,029 ea. in-town
	3" meter	\$35,049 ea. in-town
	4" meter	\$52,574 ea. in-town
	5/8" meter	\$15,000 ea. out-of-town
	1" meter	\$24,520 ea. out-of-town
	1½" meter	\$28,039 ea. out-of-town
	2" meter	\$42,059 ea. out-of-town
	3" meter	\$70,098 ea. out-of-town
	4" meter	\$105,147 ea. out-of-town
	(Note: Commercial and industrial connections are based upon meter size and consumption.)	
	Sewer main connections – residential only (8/04)	\$5,000 ea. in-town
	Existing dwellings converting from private septic tank to Town sewer will be charged 50% of the current tap fee.	\$7,500 ea. out-of-town
	Monthly sewer rates (in-town only) (05/08) (07/09)	0-2,000 Minimum \$12.16
		2,001-25,000 60.7¢ per 100 gallons
		25,001-100,000 55.1¢ per 100 gallons
		over 100,001 53.5¢ per 100 gallons
§4-163	Out-of-town monthly sewer rates (6/11)	
	0-2,000	Minimum \$18.21
	2,000-25,000	91.1¢ per 100 gallons
	25,000 – 100,000	82.8¢ per 100 gallons
	over 100,000	80.3¢ per 100 gallons
	Sewer - Flat Rate (in-town) (6/11)	\$32.09
	Sewer – Flat Rate (out-of-town) (6/11)	\$47.55
§4-202	Permit and inspection fee for residential or commercial sewer permit	\$3
§4-202	Permit and inspection fee for industrial sewer permit	\$10

**Schedule of Fines & Fees – Page 5**

<b>CODE SECTION</b>	<b>DESCRIPTION</b>	<b>FEE</b>
<b>UTILITIES – SEWER CONTINUED</b>		
§4-183	Permit and inspection fee for private sewer system permit	\$10
	Septage Hauler's Fee (6/09) (6/11)	\$1.01 per gallon
§4-241	Wastewater Contribution Permit (5 Years) (6/11)	\$1,000
§4-261	Fats, Oil & Grease (FOG) Permit (5 Years) (6/11)	\$250
	Review of out-of-town water and wastewater service requests - apply to the entire tract of land to be developed.	\$50 per acre; with a minimum charge of \$500, and a maximum charge of \$5,000 for properties within the Mountain Run Lake and Lake Pelham watersheds.  \$25 per acre, with a minimum charge of \$250 and a maximum charge of \$2,500 for properties outside the above mentioned watersheds.
<b>UTILITIES – TELECOMMUNICATIONS ANTENNAE OR APPURTENANCES</b>		
	Attachment of antennae or appurtenances to Town facilities including, but not limited to, water tanks. (4/02)	\$2,000 (per provider) per month
<b>PLANNING &amp; COMMUNITY DEVELOPMENT</b>		
	<i>FACILITIES STANDARDS MANUAL</i>	
	Sec. 2.200, Fire Protection Flushing or Testing	\$30
	<i>MISCELLANEOUS – Copies</i>	
	Comprehensive Plan Hard Copy	\$30
	(6/02) CD Version	\$15
	11" x 17" Maps (pack of 15)	\$10
	Large Transportation Map (30"x 42")	\$10
	Large Future Land Use Map (30" x 42")	\$10
	Facilities Standards Manual	\$20
	Capital Improvements Plan (04/09) Hard Copy	\$20
	CD Version	\$15
	Maps	\$5 each
	Miscellaneous Documents	\$. 25 each page
	Subdivision Ordinance	\$7
	Water and Sewer Specifications	\$25
	Zoning Ordinance	\$15
	<i>SUBDIVISION ORDINANCE</i>	
§2-38	Penalty for Violation of Chapter	\$10-\$1,000 (each day constitutes a new violation)
§2-108	Minor Subdivision Plats or Plans	\$50

Schedule of Fines & Fees – Page 6

CODE SECTION	DESCRIPTION	FEE
<b>PLANNING &amp; COMMUNITY DEVELOPMENT, CON'T.</b>		
	Final Plat, Record plat (10/03) 5 acres or less	\$50 + \$10 per lot
	More than 5 acres	\$100 + \$10 per lot
	Revisions, Subsequent Submissions	\$50
22-118	Vacation of Plat	\$150
	<i>ZONING ORDINANCE</i>	
	Architectural Compatibility Finding	None
§7-377	Amendment of Zoning Ordinance	None
§7-352	Certificate of Occupancy (12/06) (6/09)	\$40
	Re-inspection	\$25
	Weekend or Holiday Re-inspection	\$160 minimum
§7-451	Conditional Use permit (10/03)	\$500
	Home Occupation Permit	\$50
	House Location/Boundary Survey	\$15
	Rezoning Application (10/03)	\$1,000 + \$100/acre
§7-237 & §27-248	Sign Permits	\$1 per sq. ft of sign \$10 Minimum Charge
§7-266	Preliminary Plan, Major Site Plan, and Major Subdivision Submissions (Residential, Commercial & Industrial) (10/03)	\$250+\$20/1,000 sq.ft of site area
	Revision	\$50 per submission
	Single Family on existing lot	\$25
	Duplex on existing lot	\$50
	Variance Application (10/03) (6/09)	\$300
§7-353	Violations & Penalties:	
	Administration & Enforcement §27-352, §27-353)	\$100
	District Regulations §27-51, §27-62)	\$100
	Flood Hazard Areas §27-93)	\$100
	Historic District §27-127, §27-130, §27-132)	\$100
	Landscaping §27-158, §27-159)	\$50
	Nonconforming Uses §27-181, §27-185)	\$100
	Parking §27-206, §27-209)	\$100
	Signs §27-238, §27-241, §21-3)	\$50
	Site Plans §27-262)	\$50
	Towing Inoperable Vehicles §20-4) (03/04)	\$50 per vehicle
	Watershed Protection District §27-428, §27-429)	\$100
	Zoning permit	\$10

**Schedule of Fines & Fees – Page 7**

<b>CODE SECTION</b>	<b>DESCRIPTION</b>	<b>FEE</b>
<b>POLICE</b>	<b>(6/09)</b>	
	Administrative:	
	Accident Reports	\$2
	Incident Reports	\$5
	Fingerprinting	\$5
	for town residents	\$5
	for out-of-town residents	\$15
	Parking:	
	1 <sup>st</sup> Offense	\$6
	2 <sup>nd</sup> Offense	\$10
	3 <sup>rd</sup> Offense	\$25
	4 <sup>th</sup> and Subsequent Offenses	\$50
	Court Charges	\$61
§11-43	Leased Parking Permits	\$20 per month
§11-43	Residential Parking Permits	
	1st vehicle if no off-street parking is provided.	\$10
	Each additional vehicles	\$30
	Each vehicle where off-street is provided	\$30

<b>OTHER / MISCELLANEOUS</b>		
	Boat Dock Permit - For a 5 year permit (11/10)	\$25
	Commercial Burning Permit (12/06)	\$25
§15-3	Parks & Recreation (05/03) (3/07) (6/09)	
	Weekday Pavilion Rental at Yowell Meadow Park	\$25
	Weekday Pavilion Rental at Mountain Run Lake Park	\$25
	Weekday and Holiday Pavilion Rental at either park	\$25
	Major Events Fee at Yowell Meadow Park (6/09)	\$100
	Major Events Fee at Mountain Run Lake Park	\$100
	Major Events Fee for non-residents at either park (6/09)	\$300
§16-30	Solicitors Permit Fee (2/04)	\$20

<b>TREASURER</b>		
	Boating Permit—Two years (9/11)	\$20
	Boating Permit—Two consecutive days (9/11)	\$ 5
	Collection	\$25
	Credit Card Convenience (6/11)	\$2.50
	DMV Stops	\$30
	Fishing Certificate—Two Years (9/11)	\$20
	Fishing Certificate—Two consecutive days (9/11)	\$ 5
	New Service Application (6/09)	\$25

## Schedule of Fines & Fees – Page 8

CODE SECTION	DESCRIPTION	FEE
TREASURER - CONTINUED	Returned Check	\$35
	Second Trash Cart	\$60
	Unauthorized Use of Meter – Theft of Service	\$250 plus usage

Depot Conference Center Rental Fees (Effective June 2009)					
Non-Profit	Documentation proving non-profit status is required.				
Room	Maximum Capacity *	Security Deposit	Rental Fee 2-4 Hours*	Rental Fee 5-8 Hours	Each additional hour
1	30	\$100	\$25	\$50	\$25
2	50	\$100	\$25	\$50	\$25
3	60	\$100	\$25	\$50	\$25
2 Rooms		\$100	\$50	\$75	\$25
3 Rooms	Up to 265	\$100	\$75	\$100	\$25
	* Varies according to room setup		* Fee waived for meetings lasting less than 2 Hours		
Business Groups	(includes but not limited to meetings, seminars, training)				
	Note: Functions that include alcohol will be considered a social contract. See Social rates below				
Room	Maximum Capacity *	Security Deposit	Rental Fee 0-4 Hours	Rental Fee 5-8 Hours	Each additional hour
1	30	\$100	\$100	\$150	\$25
2	50	\$100	\$100	\$150	\$25
3	60	\$100	\$125	\$150	\$25
2 Rooms		\$100	\$150	\$200	\$25
3 Rooms	Up to 265	\$100	\$250	\$300	\$25
	* Varies according to room setup				
Social	(includes but is not limited to birthday parties, reunions, weddings)				
Room	Maximum Capacity *	Security Deposit	Rental Fee 0-4 Hours	Rental Fee 5-8 Hours	Each additional hour
1	30	\$500	\$200	\$300	\$100
2	50	\$500	\$200	\$300	\$100
3	60	\$500	\$250	\$350	\$100
2 Rooms		\$500	\$300	\$400	\$100
3 Rooms	Up to 265	\$500	\$400	\$500	\$100
	* Varies according to room setup				
Kitchen Fees	Cold Catering Only	\$50 flat	** Cleanup of the kitchen is the responsibility of the user. A cleanup fee will be deducted from the security deposit if necessary.		
	Full Use 0-4 hours	\$100			
	Full Use 4-8 hours	\$200			
	PLEASE CONTACT DEPOT BOOKING MANAGER TO ASSURE MOST UPDATED FEE SCHEDULE				

Attest:

Town Clerk

\* This schedule is not all inclusive. For further information, please contact the Planning & Community Development Department at 540-829-8260.



Approved: March 9, 1999 – first reading  
April 13, 1999 – second reading

Revisions: July 13, 1999 and September 1999  
July 2000  
April 2001  
April 2002 and May 2002  
February 2003, July 2003 and October 2003  
February 2004, March 2004, and May 2004  
April 2005  
July 2006, August 2006, and December 2006  
March 2007, June 2007  
May 2008  
April 2009, June 2009  
July 2010, November 2010  
June 2011  
October 2011